

INTERNSHIP/EXTERNSHIP OPENINGS

The **Office of International Affairs** (OIA) of the United States Department of Justice, Criminal Division, solicits applications from energetic, organized, and detail-oriented first, second and third-year law students, undergraduates, and graduate students to fill intern/extern openings. Unpaid positions on OIA's six geographic teams, one multilateral matters team and one law and legal policy group are available during academic semesters and summers. Many interns/externs receive academic credit for their experience.

What is the Office of International Affairs?

OIA works with state and local prosecutors in the United States to secure the return of fugitives from abroad and to obtain from foreign countries evidence and other assistance (e.g. freezing of accounts and forfeiture of funds) needed in criminal investigations and prosecutions. In this regard, it assists state and local authorities as well as federal prosecutors and law enforcement agents pursuant to a network of bilateral and multilateral treaties and law enforcement agreements.

OIA in turn assures that the U.S. meets its reciprocal obligations to foreign countries by responding to their requests for the extradition of fugitives and the production of evidence located in the United States. In addition to handling the thousands of international extradition and evidence gathering (mutual assistance) cases opened each year, OIA, with the Department of State, is responsible for the negotiation of law enforcement treaties, both bilateral and multilateral, needed to effect extradition and facilitate evidence gathering. When treaties come into force, OIA is responsible for working with treaty partners at the outset and on an ongoing basis to assure the effective implementation of these important agreements.

Who may apply?

Junior and Senior Undergraduate Students, Graduate Students and First (second semester only), second and third-year law students are encouraged to apply. Undergraduates and graduate students with a strong writing background and an interest in international matters and criminal law may be particularly interested in these positions. Knowledge of a foreign language is desirable but not necessary. United States citizenship is required. A background check and a drug test are part of the application process.

What about an application?

Please apply by email, details below, and include on the subject line of the email the semester for which the internship is sought (e.g. Winter/Spring, Summer, Fall), the Team Preference (1, 2, 3, etc. or LLP) and any language(s) spoken. Applicants must submit the following attachments to a short email introduction of themselves: (1) resume (should reflect GPA and/or class rank); (2) writing sample; (3) transcript(s); and, (4) at least two references who are familiar with the applicant's research, writing and organizational skills. Please be sure to indicate when you seek to volunteer—Winter/ Spring, Summer or Fall and to include language skills and grade point average in the submitted materials

Where should I submit my application?

Applications can be e-mailed to OIAIntern@usdoj.gov, attention whichever Teams (below) you are interested. For background clearance purposes, applications must be received **at least three months** prior to the applicant's desired start date. The deadline for internship applications is approximately three months before the anticipated starting date. Earlier applications receive more consideration.

Address: U.S. Department of Justice
Criminal Division
Office of International Affairs
1301 New York Avenue, NW, Ninth Floor
Washington, D.C. 20530

Email: OIAIntern@usdoj.gov Fax: (202) 514-0080

*** For consideration to serve as an intern with other sections in the Criminal Division or with another Division (Civil, Antitrust, Tax, etc.) in the Department, see <http://www.usdoj.gov/careers/> <http://www.usdoj.gov/aarm..>

Teams:

Team 1: United Kingdom, Australia, Canada, New Zealand, English-speaking Caribbean, Haiti

Team 2: Western Europe, French-speaking Caribbean (except Haiti)

Team 3: Central America and Spanish-speaking Caribbean

Team 4: Asia, Middle East, Africa, Pacific Islands

Team 5: Multilateral Affairs, including United Nations Tribunals

Team 6: Central and Eastern Europe

Team 7: South America

Law and Legal Policy Group (LLP) (law students only)